

Board of Park Commissioners proposed changes to Parks and Recreation Public Involvement Policy, for discussion at their meeting at 6 p.m. Thursday, August 24.

Mission statement: no change.

Purpose statement: Expanded to apply both to Parks planning processes and to individual projects, and to call for information on where projects come from, how public input is used, and the factors that have an impact on Parks' decisions.

People affected: Updated to match current organization.

Policy statement: Expanded to commit to well-trained meeting facilitators, and to invite the community's ideas rather than ask for a reaction to a list of options or proposed design, where appropriate.

Responsible Parks parties: Updated to match current organization.

References: Updated to match current documents.

Responsibilities: Expanded to include a section on park planning, and updated to reflect current organization.

Procedures: Expanded to:

- Create a section on planning processes that gives examples of types of planning processes and describes how Parks goes about public involvement for them;
- Updates the section on "specific project or proposal" for clarification, to allow for expanded comment periods, and to specify what information to include on a sign posted onsite and in fliers describing upcoming public meeting(s);
- Provides for hiring facilitators, scheduling meetings to the extent possible when no other public meetings are scheduled, and adding to distribution lists contacts from the Department of Neighborhoods and from prior processes conducted in the neighborhood.
- Outlines in detail the information to be included in materials for presentation at public meetings.
- Limits the staff to be present at public meetings.
- Expands on the information sent to the public when a project goes to the Board of Park Commissioners
- Require Parks staff to post on the web site notes (not intended to be detailed minutes) of each public meeting.

Attachments: Updated to match current circumstances.

Please see the annotated draft for details.